

PART III – REQUIRED PROGRAM INFORMATION (FY2010)

A. GRANT CATEGORY Indicate the grant(s) for which the district is applying.

- Green Team Grant (\$1,050)*
- Planning and Implementation - A (\$10,500)**
- Planning and Implementation - B (\$7,000)**
- Planning and Implementation - C (\$4,000)**

***GREEN TEAM GRANT PROPOSALS**

All K-12 public school districts in the Commonwealth are eligible to apply for the Green Team Grant.

Districts applying under this category must complete page 2 of this Part III document, in addition to the following required forms (See RFP *Required Forms*.) with information specifically related to the Green Team Grant proposal.

1. Part I – General – Program Unit Signature Page – (Standard Contract Form and Application for Program Grants)
2. Part II Workbook - Budget (II-A) and Budget Narrative (II-B)
3. Schedule B: Cost Sharing or Matching Schedule (if applicable - not required)
4. Cost Sharing or Matching Funds Narrative (form provided)
5. Grant Assurances (Green Team – page 1)
6. Schedule C: Statement of Participation and Support (if applicable)

The Green Team is an interactive educational program that provides resources and suggested activities to students and teachers so they can help the environment through waste reduction, reuse, recycling, and composting. For more details, see <http://www.thegreenteam.org/index.html>. This grant is intended to connect service-learning practice to Green Team efforts.

****PLANNING AND IMPLEMENTATION GRANT PROPOSALS**

Planning and Implementation Grant applicants must complete pages 3-5 of this Part III document and submit the following required forms (See RFP *Required Forms*.) with information specifically related to the Planning and Implementation Grant for which the district is eligible. (See the RFP *Additional Information* section for a list of eligible entities.)

1. Part I – General – Program Unit Signature Page – (Standard Contract Form and Application for Program Grants)
2. Part II Workbook - Budget (II-A) and Budget Narrative (II-B)
3. Schedule B: Cost Sharing or Matching Schedule
4. Cost Sharing or Matching Funds Narrative (form provided)
5. Grant Assurances (Planning and Implementation – page 2)
6. Schedule C: Statement of Participation and Support (if applicable)

**APPLICANTS FOR GREEN TEAM GRANTS
(PAGE 2)**

The purpose of these Green Team Grants is to support the planning, implementation, and evaluation of student-driven service-learning projects that meet environmental needs. In partnership with the Massachusetts Department of Environmental Protection (Mass DEP), Green Team grantees can access resources and support for schoolwide efforts to reduce, reuse, and recycle. Projects must be implemented using the elements of effective service-learning. Green Team Grant recipients agree to join the Green Team with the Mass DEP. Required equipment should be purchased using grant funds to the extent possible. Visit the Mass DEP's Green Team website for more information about the Green Team <http://www.thegreenteam.org>.

B. GENERAL INFORMATION GREEN TEAM GRANT PROPOSALS

Program Coordinator Contact Information	Name:	
	Phone:	
	Email:	
Other Email Addresses that Should Receive Grant-Related Correspondence (Please list.):		
School(s) Targeted by Grant:		
Grade Level(s):		
Anticipated number of teachers who will implement Green Team projects:		
Anticipated number of students who will be engaged in Green Team projects:		
Amount Requested:		
Match Proposed (Optional for Green Team Grants):		

C. GREEN TEAM ACTIVITIES

Using no more than **two (2) pages, double-spaced, 10-point Arial font**, respond to the six questions below.

- 1. Need/Community Problem:** Share an example of the environmental need/problem that students might address to make their school and/or community healthier and more environmentally sustainable. (Note: Quality service-learning involves students in the process of identifying and selecting the specific problem that they will address, therefore, the need actually addressed through the project may change.)
- 2. Discovering the Need:** Describe how students will (or have) discovered the environmental problem/need that will be addressed. What type of investigation will students do to learn more about the problem and its possible solutions? How will students be involved in the designing and implementation of the project?
- 3. Curriculum Connections/Learning Objectives:** Describe expected connections to the Massachusetts Curriculum Frameworks (content areas and strands if known) and anticipated learning objectives for students participating in the project.
- 4. Community Partners:** How will community partners/experts be involved with students as they plan for and implement the project?
- 5. Assessing the Results:** How will students measure if their Green Team project is/was successful at ameliorating the environmental need/problem that it was meant to address?
- 6. Project Timeline:** Indicate the anticipated start and end dates for the project and any key benchmark dates.

**APPLICANTS FOR ALL PLANNING AND IMPLEMENTATION CATEGORIES
(PAGES 3-5 ONLY)**

D. GENERAL INFORMATION *PLANNING AND IMPLEMENTATION GRANT PROPOSALS*

Program Coordinator Contact Information	Name:		
	Phone:		
	Email:		
Other Email Addresses that Should Receive Grant-Related Correspondence (Please list.):			
School(s) Targeted by Grant:			
		Total Number	Number Supported By This Grant
Anticipated number of teachers who will implement CSL during 2009-2010:			
Anticipated number of students who will be engaged in CSL during 2009-2010:			
Amount Requested:			
Match Proposed:			
<ul style="list-style-type: none"> • <i>For Planning and Implementation A grantees: must be at least 100% of the amount requested</i> • <i>For Planning/Implementation B grantees: must be at least 125% of amount requested</i> • <i>For Planning/Implementation C grantees: must be at least 150% of amount requested</i> 			

Indicate below whether the district has received funding to implement service-learning from any of the following sources in the past three years (FY2007, FY2008, and/or FY2009).

State Grants

No Yes - If yes, for how many years? How much was received? \$

Federal Grants

No Yes - If yes, for how many years? How much was received? \$

Local Funds

No Yes - If yes, for how many years? How much was received? \$

Other

No Yes - If yes, for how many years? How much was received? \$

*If "yes" to **Other**, describe:*

PROGRAM DESCRIPTION

Using no more than **eight (8) pages, double-spaced, 10-point Arial font**, respond to the following 10 questions to describe the overall program, including project implementation and sustainability work.

Community Service-Learning (or service-learning) is a teaching and learning approach that integrates community service with academic study to enrich learning, teach civic responsibility, and strengthen communities. Service-learning opportunities provide structured time for reflection, engaging both teachers and students in a thoughtful and thought-provoking process that consciously connects learning with experience.

1. **Executive Summary:** Provide a 200-word summary of the proposed grant. Include highlights about how the proposed goals and objectives (described in #3) support the priorities and purposes of the grant (as described in the RFP), how the proposed activities (described in #8) further these goals and objectives, and how the proposed activities advance CSL practice in the district.
2. **Needs Statement:** Describe the need(s) or challenge(s) in the district that CSL methodology can help to address. Include data to support your statements. (Do not describe here the needs to be addressed through specific CSL projects.)
3. **Goals and Objectives:** Describe the goals and objectives for this grant, including the measurable outcomes you hope to attain. (Goals and objectives should address clearly the grant *Purpose* and *Priorities* found in the RFP.)
4. **Community Partnerships:** Describe how community partners will be engaged to work with students in: identifying jointly community needs; determining approaches to address those needs; and planning and implementing chosen efforts. What are the anticipated outcomes for the community as a result of CSL?
5. **Student/Participant Development and Engaging At-Risk Youth:** Describe how CSL will be used as a strategy to engage students in their learning and in their communities. What are the anticipated outcomes for students as a result of participation in CSL activities? Describe specific plans to identify and engage at-risk youth in the activities associated with this grant, including, but not limited to service-learning activities (e.g., leadership opportunities on the CSL Leadership Team). Provide a summary of strategies and specific activities to be used to support the participation of at-risk students in the community.
6. **Sustainability of CSL:** Describe the district's plans to form a CSL Leadership Team that will oversee grant activities and the development/implementation of a CSL Sustainability Action Plan.
7. **Building on Previous Efforts to Implement/Sustain CSL:** If applicable, summarize briefly the district's previous experience with CSL and any policies/practices in place to support its implementation.
8. **Activities/Timeline:** Using the chart provided at the end of this document, provide a detailed timeline outlining the activities that will be implemented as a result of this grant. Activities should include the following:
 - a. those related to implementing CSL. *For example, plans for engaging teachers/staff in project implementation, stipends to be given, plans for ensuring effective CSL implementation that include the following components: identifying and researching community problems; identifying and proposing possible solutions (projects); planning and implementing these solutions (service); making explicit connections to grade appropriate learning standards; reflecting on their service; demonstrating the results of their project; and working with appropriate school and community organizations and individuals to accomplish the above, etc.; and*
 - b. those related to sustaining CSL. *For example, plans for forming a CSL Leadership Team, curriculum development/integration, professional development, etc. **Note:** Applicants must offer a minimum of two trainings on effective service-learning.*
9. **Integration with Other Educational and Service Initiatives:** Describe the plan to integrate CSL with other educational and service initiatives in the district (e.g., CSL will be introduced as a component of Academic Support programs or CSL will be focused on meeting needs currently being met by the community's AmeriCorps program).
10. **Evaluation:** Provide a plan for evaluating the program's progress with respect to implementing service-learning activities and institutionalizing service-learning. Consider collecting attendance, discipline, grade, and MCAS data as part of the evaluation. **Note:** *Planning and Implementation A, B, and C grantees are required to administer teacher, community partner, and pre- and post-student surveys to both a group of CSL participants and a comparison group. The Department provides survey tools.*

COMMUNITY SERVICE-LEARNING PLANNING AND IMPLEMENTATION GRANT – FUND CODE: 354-B

ACTIVITIES AND TIMELINE

School Year 2009-2010

(Copy this page as many times as is needed for the response.)

List or group chronologically if possible by start date.

Activity	Individual(s) Responsible	Schedule/ Timeframe	Activity Supports Implementation, Institutionalization, or Both?